

MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS OF THE CITY OF CUDAHY,
HELD AT THE CUDAHY MUNICIPAL BUILDING, 5050 SOUTH LAKE DRIVE, CUDAHY, WI ON

Monday, August 23, 2010

ROLL CALL

The Meeting was called to order by Ald Mikolajczak at 6:30 P.M. with the following answering “present” to roll call: Ald Mikolajczak, Ald Bartoshevich, Willie Lohr, Jack Puetz and Steve Vandervest.

Also Present: Mary Jo Lange

Proper open meeting statement was made at this time.

The minutes of the July 26, 2010 meeting were approved. Motion made by Bartoshevich, seconded by Puetz. All voted in favor.

NEW BUSINESS

1. **Discussion & Appropriate Action regarding the request from La Serenata (4978 Packard) for a 5’ encroachment onto the public right of way to construct a Handicap Accessible Ramp to the front door.** Mr. Piene, the architect hired by La Serenata presented plans to the Board asking for a 5’ encroachment into the right of way. Members asked if the ramp would encroach onto the public sidewalk. Mr. Piene stated 3”. Lohr asked about the possibility of paving the area between the curb and sidewalk to provide more walk area. Mr. Piene said that would not be an issue for the property owner. Member Lohr stated that he would approve on the condition that the property owner be responsible to remove and haul off snow along their frontage since it would be difficult to get the City’s snow equipment past the ramp. Lange stated that the owner would be responsible to sign the City’s encroachment agreement. Motion made by Lohr seconded by Vandervest to allow the construction of a wheel chair ramp with a 5’ encroachment into the public right of way on the condition that the property owner be responsible for snow removal and the area between the curb and walk be filled with concrete if the sidewalk is impacted.. All voted in favor.
2. **Discussion & Appropriate Action regarding the request from Samanos (3431 E. Plankinton) for a 6’ x 14’ encroachment onto the public right of way to construct a breezeway to the front door.** . Mr. Piene, the architect hired by Samano’s presented plans that include a 6’x14’ vestibule to be constructed on the right of way of Plankinton. Member Puetz asked the owner if the work was going to be completed and when. Owner stated “we hope so, we’ll try”. The owner is receiving a facade grant from the City and the grant is only good for a year. Member Lohr made a motion to approve the 6’x14’ encroachment with the stipulation that all maintenance responsibilities including snow removal would be the responsibility of the property owner and that be included in the agreement. Motion seconded by Puetz. All voted in favor.
3. **Discussion & Appropriate Action regarding the Street Light Engineering Contract from POWRTEK Engineering for the design and inspection of street lights on Packard, KK, Plankinton and Layton.** Director Lange stated that the DPW staff, the engineering consultant and the engineering staff met to go over the issues on the Packard Avenue streetscape project. What developed from the meeting was a large concern on how the electrical wiring was designed relative to future projects in this area. There are about 5 projects scheduled for street light upgrades in the next 5 years that will work off the same system as the new Packard lights. Lange stated that the system should be designed all at once so that the system is integrated into each other. The lighting consultant for the Packard Avenue job was asked to submit a quote to do the other systems. Included in the price was the cost to inspect the installations. The City would only pay for the cost of the services provided in an amount not to exceed \$30,380. Puetz made a motion to approve a contract with POWRTEK Engineering seconded by Lohr. All voted in favor.

4. **Review & Discussion regarding the 5-Year Street Improvement Plan.** Lange stated that the attached 5-Year Street Improvement plan has been updated to reflect recommendations made by the Board members at last months meeting. No action was taken at that time since the plan was very preliminary. As with all plans the 5-year street improvement plan would be updated annually and brought back annually for approval. Motion made by Lohr seconded by Bartoshevich to approve the 2011-2015 Street Improvement Plan. All voted in favor.

5. **Discussion & Appropriate Action regarding a policy for the disconnection of sanitary sewer laterals involving building demolition.** Director Lange told the Board that the City is required to make every effort to remove inflow and infiltration into the sanitary sewer system. MMSD believes that a great amount of I&I comes from leaky and old laterals. Although it has been left up to the engineering staff to determine if a lateral is abandoned in place or removed at the main, there is no formal written policy. Lange stated that not only does MMSD need to see a formal, written policy on the abandonment of laterals but it would make it easier for the Engineering and Inspection departments to implement. Lange presented a written policy regarding the abandonment of sanitary laterals which in most cases requires their removal to the mainline sewer and inspection at the main by the City's engineering staff. Member Vandervest made a motion to approve the policy, seconded by Lohr. All voted in favor.

6. **Committee Requests for future agenda items.** Members asked if the following items could be included for discussion at the next Board of Public Works meeting:
 - DPW Operator I position hiring
 - Manpower needs in the Department of Public Works
 - Winter salting.

Motion to adjourn made by Puetz, seconded by Lohr.

Meeting adjourned at 7:53 p.m.

Joe Mikolajczak/s/

Chairman, Board of Public Works